

COURSE WORK EVALUATION: MAC

UNIVERSITY OF MICHIGAN - ANN ARBOR

This request is for students planning to apply to either the Elementary or Secondary Master of Arts with Certification (MAC) Program. Evaluation results may take up to three weeks to be completed. You will receive the coursework evaluation results by email.

To complete this request, we will need transcripts from all previously attended institutions.

Unofficial transcripts may be used for an initial evaluation only.

Date: _____ Planned Entry: Summer 20____ Date of Birth: ____/____/____

Name: _____
(FIRST) (MIDDLE) (LAST) (Maiden)

Email: _____ Telephone: (____) _____

Home Address: _____
(NUMBER) (STREET) (APT)

(CITY) (STATE) (ZIP CODE) (COUNTRY)

U.S. Citizen? Yes No UMID # (If current or former U-M Student): _____

Currently enrolled in the University of Michigan-Ann Arbor? Yes No

The State of Michigan requires that all teacher certification candidates have one teaching endorsement in order to be recommended for teacher certification.

We recommend reviewing the course requirements for each subject found on our website.

Please select the grade level and endorsement area you are most interested in teaching:

SECONDARY (GRADES 6-12) ENDORSEMENT AREAS

<https://soe.umich.edu/academics-admissions/degrees/masters-certification/master-arts-secondary-teacher-certification>

- | | | |
|--|---|-------------------|
| <input type="checkbox"/> Arabic | <input type="checkbox"/> French | Mandarin |
| <input type="checkbox"/> Biology | <input type="checkbox"/> German | Physics |
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> History | Political Science |
| <input type="checkbox"/> Earth/Space Science | <input type="checkbox"/> Integrated Science | Psychology |
| <input type="checkbox"/> Economics | <input type="checkbox"/> Latin | Social Studies |
| <input type="checkbox"/> English | <input type="checkbox"/> Mathematics | Spanish |

ELEMENTARY (GRADES PK-3 and 3-6) ALL SUBJECTS

<https://soe.umich.edu/academics-admissions/degrees/masters-certification/master-arts-elementary-teacher-certification>

List any prior institutions where you completed coursework.

Check the “included” box if the transcript is submitted with this request.

Unofficial transcripts may be used for an initial evaluation only.

You will eventually submit official transcripts to Rackham Graduate School, but the School of Education needs a copy in order to complete the evaluation first.

_____	<input type="checkbox"/> included
(NAME OF INSTITUTION ATTENDED)	
_____	<input type="checkbox"/> included
(NAME OF INSTITUTION ATTENDED)	
_____	<input type="checkbox"/> included
(NAME OF INSTITUTION ATTENDED)	
_____	<input type="checkbox"/> included
(NAME OF INSTITUTION ATTENDED)	
_____	<input type="checkbox"/> included
(NAME OF INSTITUTION ATTENDED)	

Transcript Submission

For the initial coursework evaluation, we can review unofficial transcripts. This will help alleviate the need to order official transcripts twice since Rackham Graduate School will require an official transcript to be sent directly to them for the application process. If you have any questions, please do not hesitate to contact Katie Dauka (kdauka@umich.edu).

- U-M transcripts will automatically be pulled for current U-M students or U-M students who attended after 1993. Students who attended prior to 1993 need to request that their transcript be sent to the School of Education. Instructions can be found here: ro.umich.edu/transcript/.
- Advanced Placement (AP) test scores must be sent to U-M Ann Arbor from ETS (ets.org) by providing the institution code 1839. Scores must be sent even if a prior institution has already granted credit for these tests. If the student previously submitted AP scores to U -M Ann Arbor, then scores do not need to be sent again.
- Applicants with coursework (including study abroad) and/or degrees from non-U.S. colleges or universities must have their transcript(s) evaluated by Educational Credential Evaluators (ece.org). If the study abroad coursework was completed as a U-M Ann Arbor student and the course names and course numbers are included on the student’s U-M Ann Arbor transcript, then an international credit evaluation does not need to be submitted.

Coursework evaluations cannot be completed until all necessary materials are submitted to the Office of Student Affairs. When applying to the MAC program, please consult the MAC Application Checklist for instructions on what transcripts must be resubmitted to the Rackham Graduate School. Send this Coursework Evaluation Request form and transcript(s) by email to ask.soe@umich.edu or to:

University of Michigan School of Education
Attn: CWE Materials
Office of Student Affairs
610 East University Avenue, Room 1228
Ann Arbor, MI 48109